

Public Housing Assessment System (PHAS)

U.S. Department of Housing
and Urban Development
Real Estate Assessment Center

OMB No. 2535-0106
(exp. 8/31/2001)

Management Operations Certification

Public reporting burden for this collection of information is estimated to average 2.15 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is collected to implement section 502 of the National Affordable Housing Act of 1990, as amended, which established specific indicators to assess the management performance of public housing agencies (PHAs) in all major areas of management operations. PHAs will complete the PHAS Certification, form HUD-50072, and electronically submit it to HUD. If a PHA does not have this capability in-house, the PHA should consider utilizing local resources, such as the library or another local government entity that has Internet access. In the event local resources are not available, a PHA may go to the nearest HUD Public and Indian Housing program office and assistance will be given to the PHA to transmit this PHAS certification. The information is used by HUD as a component of PHAS to assess all major areas of PHA's management operations, designate PHAs as troubled and PHAs troubled with respect to the program for assistance from the Capital Fund under Section 9, enter into a Memorandum of Agreement (MOA) with troubled PHAs, and report annually to Congress on the status of troubled PHAs and PHAs troubled with respect to the program for assistance from the Capital Fund under Section 9. This information is required for HUD to fulfill statutory requirements of the 1990 Act. The information collected does not lend itself to confidentiality.

Instructions: A PHA/RMC/AME's electronic responses to this certification must be the PHA/RMC/AME's actual data; e.g., prior to any adjustments to the indicators. Round percentages to the nearest two decimal points.

PHA/RMC/AME Name	For FY Ending (mm/dd/yyyy)	Submission Date (mm/dd/yyyy)
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Project name(s) if RMC/AME

The management functions for the following sub-indicator (s) have been assumed by an RMC/AME, and the RMC/AME certification will be completed and electronically submitted to HUD (enter sub-indicator numbers or N/A):

Sub-Indicator Number 1 Vacancy Rate and Unit Turnaround Time

Component Number 1 Vacancy Rate

V10000	Total number of ACC days	
V10100	Total number of non-dwelling days	
V10200	Total number of employee occupied days	
V10300	Total number of days where units were deprogrammed	
V10400	Total number of actual vacancy days	
V10500	Total number of vacancy days exempted for capital funds	
V10600	Total number of vacancy days exempted for market conditions	
V10700	Total number of vacancy days where units were exempted due to law or regulations	
V10800	Total number of vacancy days where units were exempted for other reasons	
V10900	Percentage points reduction of actual vacancies within past three years (calculated)	%
V11000	Total available days (Read Only)	
V11100	Actual vacancy rate (Read Only)	%
V11200	Adjusted vacancy days (Read Only)	
V11300	Adjusted vacancy rate (Read Only)	%

Component Number 2 Unit Turnaround Time Note: The following fields are mandatory, regardless of the vacancy rate score.

V12400	Total number of turnaround days	
V12500	Total number of vacancy days exempted for capital funding	
V12600	Total number of vacancy days exempted for other reasons	
V12700	Total number of vacant units turned around and leased in the PHA's immediate past fiscal year	
V12800	Average number of calendar days units were in down time	
V12900	Average number of calendar days units were in make ready time	
V13000	Average number of calendar days units were in lease up time	
V13100	Average Unit Turnaround Days (Read Only)	

Sub-Indicator Number 2 Capital Fund

Component Number 1 Unexpended Funds Over Three Federal Fiscal Years (FFYs) Old

CF10000	Do you have any open capital fund (Components 1 and 2 - CIAP, Comp Grant, LBP; Component 3,4 and 5 – Vacancy Reduction and Hope VI) programs? "Open" is any program that does not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed.	Yes	No
CF10050	Total funds authorized within 3 FFYs	\$	
CF10100	Total funds expended within 3 FFYs	\$	
CF10200	Unexpended funds to be recaptured	\$	
CF10300	Unexpended funds approved by HUD beyond 3 FFYs	\$	
CF10400	Unexpended funds with time extensions due to reasons outside of PHA's control	\$	
CF10500	Adjusted total unexpended funds (Read Only)	\$	

Component Number 2 Timeliness of Fund Obligation

CF11100	Total funds authorized for grants older than 2 FFYs	\$	
CF11200	Total funds obligated within 2 FFYs	\$	
CF11300	Unobligated funds approved by HUD beyond 2 FFYs	\$	
CF11400	Unobligated funds with time extensions due to reasons outside of PHA's control	\$	
CF11500	Adjusted total unobligated funds (Read Only)	\$	

Component Number 3 Adequacy of Contract Administration

CF11700	The date of the last HUD/Army Corps of Engineers on-site inspection and/or audit related to contract administration	(mm/dd/yyyy)	
CF11800	The number of findings related to contract administration.		
CF11900	The number of findings related to contract administration that have been corrected by the PHA		
CF12000	The number of findings related to contract administration that the PHA is in the process of correcting		

Component Number 4 Quality of the Physical Work

CF12200	The date of the last HUD/Army Corps of Engineers on-site inspection and/or audit related to the quality of physical work	(mm/dd/yyyy)	
CF12300	The number of findings related to the quality of physical work		
CF12400	The number of findings related to the quality of physical work that have been corrected by the PHA		
CF12500	The number of finding related to the quality of physical work that the PHA is in the process of correcting		

Component Number 5 Adequacy of Budget Controls

CF12700	Total amount of capital funds expended during the PHA fiscal year being assessed	\$	
CF12800	Amount of capital funds expended on approved work items not subject to budget revisions during the PHA fiscal year being assessed	\$	
CF12900	Amount of capital funds expended under budget revisions with prior HUD approval during the PHA fiscal year being assessed	\$	
CF13000	Amount of capital funds expended under budget revisions not requiring prior HUD approval during the PHA fiscal year being assessed	\$	

Sub-Indicator Number 3 Rents Uncollected

R10000	Dwelling rent owed by residents in possession at the beginning of the assessed fiscal year, carried forward from the previous fiscal year	\$	
R10100	Dwelling rents billed during the fiscal year being assessed	\$	
R10200	Dwelling rents collected during the fiscal year being assessed	\$	
R10300	Rents uncollected (Read Only)	\$	
R10400	Percentage of rents uncollected (Read Only)		%

Sub-Indicator Number 4 Work Orders

Component Number 1 Emergency Work Orders

W10000	Total number of emergency work orders	
W10100	Total number of emergency work orders corrected / abated within 24 hours	
W10200	Percentage of emergency work orders completed / abated within 24 hours (Read Only)	%

Component Number 2 Non-Emergency Work Orders

W10500	Total number of non-emergency work orders	
W10600	Total number of calendar days it took to complete non-emergency work orders	
W10700	Average number of days PHA has reduced the time it takes to complete non-emergency work orders over the past three years (enter average number of days) (Read Only)	
W10800	Average completion days (Read Only)	

Sub-Indicator Number 5 Annual Inspection of Dwelling Units and Systems

Component Number 1 Annual Inspection of Dwelling Units

A10000	The total number of ACC units	
A10100	The sum of units exempted where the PHA made two documented attempts to inspect and is enforcing the lease	
A10200	Vacant units exempted for modernization	
A10300	Vacant units exempted for other reasons	
A10400	Total number of units inspected using the Uniform Physical Condition Standards	
A10500	Total number of units inspected meeting the Uniform Physical Condition Standards	
A10600	The number of units where necessary repairs were completed to comply with Uniform Physical Conditions Standards either during the inspection, issued work orders for the repairs, or referred the deficiency to the current year's or next year's modernization program	
A10700	Adjusted units available (Read Only)	
A10800	Percent of units inspected by PHA (Read Only)	%
A10900	Percent meeting Uniform Physical Condition Standards (Read Only)	%

Component Number 2 Annual Inspection of Systems including Common Areas and Non-Dwelling Space

A11100	Total number of contiguous sites (adjoining with no natural boundaries)	
A11200	Total number of contiguous sites (adjoining with no natural boundaries) exempted from the inspection of systems	
A11300	The total number of contiguous sites (adjoining with no natural boundaries) where all systems were inspected in accordance with the PHA maintenance plan	
A11400	Total number of buildings	
A11500	Total number of buildings exempted from the inspection of systems	
A11600	The total number of buildings where all systems were inspected in accordance with the PHA maintenance plan	
A11700	The number of buildings and sites where necessary repairs were completed to comply with the Uniform Physical Conditions Standards either during the inspection, issued work orders for the repairs, or referred the deficiency to the current year's or next year's Capital Fund program.	
A11800	Percentage of contiguous sites (adjoining with no natural boundaries) inspected (Read Only)	%
A11900	Percentage of buildings inspected (Read Only)	%

Sub-Indicator Number 6 Security and Economic Self-sufficiency

Component Number 1 Tracking and Reporting Crime-Related Problems

S10000	The date that the PHA Board adopted current policies to track crime and crime related problems.	(mm/dd/yyyy)
S10100	The date that the PHA implemented the current procedures to track crime and crime-related problems.	(mm/dd/yyyy)
S10200	The date that the PHA implemented a current cooperative system for tracking and reporting crime to local police authorities	(mm/dd/yyyy)
S10300	The number of crimes that the PHA reported to local police authorities	
S10400	Percentage of developments where PHA can document it tracks crime and crime-related problems	%

Component Number 2 Screening of Applicants

S10500	The date the PHA Board adopted current screening policies that reflect the One-Strike criteria	(mm/dd/yyyy)
S10600	The date the PHA implemented current screening procedures that reflect the One-Strike criteria	
S10700	PHA can document that current screening procedures result in successfully denying admission to applicants who meet the One-Strike criteria	Yes No
S10800	The total number of applicants denied who met the One-Strike criteria	

Component Number 3 Lease Enforcement

S10900	The date the PHA Board adopted current eviction procedures that reflect the One-Strike criteria	(mm/dd/yyyy)
S11000	The date the PHA implemented current eviction procedures that reflect the One-Strike criteria	(mm/dd/yyyy)
S11100	PHA can document that current eviction screening procedures resulted in the eviction of residents who meet the One-Strike criteria	Yes No
S11200	The total number of evictions as a result of the One-Strike criteria	

Component Number 4 Drug prevention, crime reduction and/or economic self-sufficiency program goals

S11300	The number of HUD-funded drug prevention/crime reduction and/or economic self-sufficiency programs	
S11400	The number of non HUD-funded drug prevention/ crime reduction and/or economic self-sufficiency programs that the PHA requests to be assessed	
S11500	The number of documented program goals that are related to drug prevention/crime reduction and/or economic self-sufficiency	
S11600	The number of goals the PHA can document it met under the implementation plan(s) for any and all of these programs	
S11700	Percentage of goals that the PHA can document it met under implementation plan(s) for any and all of these programs (Read Only)	%

Adjustments for Physical Condition and/or Neighborhood Environment.

Please enter project number and name and indicate which area the adjustment for Physical Condition and/or Neighborhood Environment applies for a project. (Check all that apply)

Project No.	Project Name	Site	Common Areas	Building Exteriors

Please attach additional sheets as necessary for additional projects.

I certify that, as of the submission date, the above Sub-Indicators, under Public Housing Assessment System Indicator Number 3 Management Operations are true and accurate for the fiscal year indicated. I further certify that, to my present knowledge, there is no evidence to indicate seriously deficient performance that casts doubt on the PHA's capacity to present and protect its public housing developments and operate them in accordance with Federal law and regulations. Appropriate sanctions for intentional false certification will be imposed, including suspension or debarment of the signatory.

A Board Resolution approving this certification is required. I further certify that Board Resolution number _____ approving this certification was passed on (mm/dd/yyyy) _____.

Executive Director (signature)	Date (mm/dd/yyyy)
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